

Message Text

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ACTION ARA-14

INFO OCT-01 ISO-00 PER-05 MMO-04 A-01 ABF-01 /026 W

-----046349 072140Z /62

P 071850Z APR 78

FM AMEMBASSY BRASILIA

TO SECSTATE WASHDC PRIORITY 7014

UNCLAS BRASILIA 2830

E.O. 11652: N/A

TAGS: AMGT

SUBJECT: HIRING LIMITATION

REF: A. STATE 3165 B. SAO PAULO 932 (NOTAL) C. SAO PAULO 823

(NOTAL) D. SAO PAULO 384 (NOTAL)

1. AUTHORIZATION REQUESTED TO FILL SAO PAULO POSITION ST-P-SP-16
RECEPTIONIST/CLERK TYPIST WHICH IS NOW VACANT. OCCUPANT OF THIS
POSITION IS LOCATED IN MAIN RECEPTION AREA, WITH PRINCIPAL RESPONSIBI-
LITY

FOR ASSISTING VISITORS TO OFFICES OF THE CONSUL GENERAL,
POLITICAL OFFICERS, LABOR OFFICER, COMMERCIAL COUNCELOR, ECONOMIC
OFFICER AND TO FAS AND DEA. OCCUPANT OF THIS POSITION ALSO ASSISTS
PRINCIPAL OFFICER AND TWO AMERICAN SECRETARIES WITH TYPING OF MIS-
CELLANEOUS CORRESPONDENCE IN ENGLISH AND PORTUGUESE, PREPARATION OF
GUEST LISTS, WRITTING INVITATIONS, MAKING APPOINTMENTS AND RESERVATIONS,

AND TYPES CUSTOMS AND OTHER OFFICIAL DOCUMENTS FOR THE ADMINISTRATIVE
SECTION. VACANCY IS RESPONSIBLE FOR LOWERING EFFICIENCY IN THE OTHER
SECTIONS IN THE CONSULATE, WHICH MUST NOW ASSUME THE FUNCTIONS OF
THIS POSITION.

2. AUTHORIZATION IS ALSO REQUESTED TO FILL VACANT CLERK-TYPIST III
POSITION IN SAO PAULO'S E/C SECTION (POSITION NUMBER ST-P-SP-7).
URGENT NEED EXISTS FOR POSITION TO BE FILLED SINCE OUTGOING
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CORRESPONDENCE WORKLOAD HAS MORE THAN DOUBLED OVER LAST YEAR AND
SUBMISSION OF WTDRS IS RUNNING 40 O/O ABOVE SAME PERIOD LAST YEAR.
SIGNIFICANT DALAYS IN WTDR SUBMISSIONS ARE UNACCEPTABLE SINCE
POSTS ARE GIVEN ONLY 30 DAYS FROM RECEIPT OF THE TELEGRAPHIC
REQUEST TO PREPARE AND SUBMIT WTDRS. POSTS ARE REQUIRED TO INFORM
COMMERCE IF UNABLE TO COMPLY WITH THE 30 DAY REQUIREMENT.

3. PLEASE ADVISE.
JOHNSON

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NNN

Message Attributes

Automatic Decaptioning: X
Capture Date: 01 jan 1994
Channel Indicators: n/a
Current Classification: UNCLASSIFIED
Concepts: n/a
Control Number: n/a
Copy: SINGLE
Draft Date: 07 apr 1978
Decaption Date: 01 jan 1960
Decaption Note:
Disposition Action: n/a
Disposition Approved on Date:
Disposition Case Number: n/a
Disposition Comment:
Disposition Date: 01 jan 1960
Disposition Event:
Disposition History: n/a
Disposition Reason:
Disposition Remarks:
Document Number: 1978BRASIL02830
Document Source: CORE
Document Unique ID: 00
Drafter: n/a
Enclosure: n/a
Executive Order: N/A
Errors: N/A
Expiration:
Film Number: D780151-0404
Format: TEL
From: BRASILIA
Handling Restrictions: n/a
Image Path:
ISecure: 1
Legacy Key: link1978/newtext/t19780482/aaaacrvx.tel
Line Count: 64
Litigation Code IDs:
Litigation Codes:
Litigation History:
Locator: TEXT ON-LINE, ON MICROFILM
Message ID: 74a9d4b4-c288-dd11-92da-001cc4696bcc
Office: ACTION ARA
Original Classification: UNCLASSIFIED
Original Handling Restrictions: n/a
Original Previous Classification: n/a
Original Previous Handling Restrictions: n/a
Page Count: 2
Previous Channel Indicators: n/a
Previous Classification: n/a
Previous Handling Restrictions: n/a
Reference: 78 STATE 3165, 78 SAO PAULO 823
Retention: 0
Review Action: RELEASED, APPROVED
Review Content Flags:
Review Date: 29 mar 2005
Review Event:
Review Exemptions: n/a
Review Media Identifier:
Review Release Date: N/A
Review Release Event: n/a
Review Transfer Date:
Review Withdrawn Fields: n/a
SAS ID: 3046101
Secure: OPEN
Status: NATIVE
Subject: HIRING LIMITATION
TAGS: AMGT
To: STATE
Type: TE
vdkgvwkey: odb://SAS/SAS.dbo.SAS_Docs/74a9d4b4-c288-dd11-92da-001cc4696bcc
Review Markings:
Sheryl P. Walter
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